



Canvas: Creating an Assignment

Samantha Starr - 2024-09-24 - OwlMed and Canvas

Create an Assignment

Option 1:

1. Locate **Module** you want to add an assignment à Select



2. **[Create Assignment]** à **Assignment Name** à **Add Item**

Add Item to Test

Add to Test

Select the assignment you want to associate with this module, or add an assignment by selecting "Create Assignment".

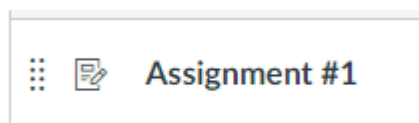
- [Create Assignment]
- Assignments
 - Test Assignment
- Canvas Assignment
 - Admission Document #2
 - Test Assignment
- FOM1
- Getting Started
- Imported Assignments

Assignment Name:

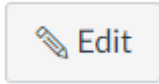
Indentation:

Cancel Add Item

3. Select **Assignment**



4. Select



5. Add **Assignment Details**

Assignment Name

Assignment #1

Edit View Insert Format Tools Table

12pt Paragraph | **B** *I* U | | |

P

| 0 words |

Points

0

Assignment Group

Canvas Assignment

Display Grade as

Complete/Incomplete

No Submission

6. Locate **Submission Type**

7. Select **Online, On Paper, or External Tool**

Online ▾

Online Entry Options

Text Entry

Website URL

Media Recordings


Student Annotation

File Uploads

External Tool ▾

External Tool Options

Enter or find an External Tool URL



Load This Tool In A New Tab

[**Tip:** Use External

Tool and select **Find** to search for and use turnitin to detect plagiarism, grammar, check, and access to grading tools]

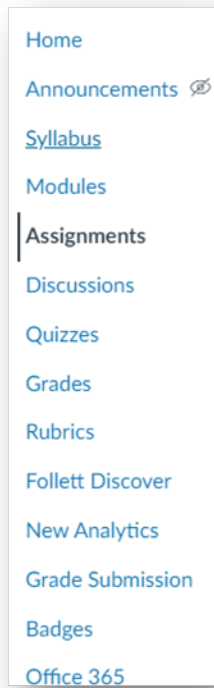
8. Select **Entry Option**

9. Select

- a. Save & Publish-Available to students enrolled in the course
- b. Save-Continue working on assignment before publishing to students

Option 2:

1. Select **Assignments** on the left column



2. Select

+ Assignment

3. Add **Assignment Details**

Assignment Name

Assignment #1

Edit View Insert Format Tools Table

12pt Paragraph | **B** *I* U A A A A | | |

p

| 0 words | `</>`

Points

0

Assignment Group

Canvas Assignment

Display Grade as

Complete/Incomplete

No Submission

4. Locate **Submission Type**

5. Select **Online, On Paper, or External Tool**

Online

Online Entry Options


Text Entry

Website URL

Media Recordings


Student Annotation

File Uploads

External Tool 

External Tool Options

Enter or find an External Tool URL



Load This Tool In A New Tab

6. Select **Entry Option**

7. Select

- a. **Save & Publish**-Available to students enrolled in the course
- b. **Save**-Continue working on assignment before publishing to students

Tags

assignment

Canvas

creating an assignment